


OFFICE OF THE CITY MANAGER

NO. LTC# **309-2015**

## LETTER TO COMMISSION

TO: Mayor Philip Levine and Members of the City Commission

FROM: Jimmy L. Morales, City Manager 

DATE: August 4, 2015

SUBJECT: Evaluation Committee Relative to Request for Qualifications (RFQ) No. 2015-144-YG for Public Information Outreach Services On Right of Way and Facilities Construction Projects

The purpose of this LTC is to update the Mayor and City Commission on the Request for Qualifications (RFQ) No. 2015-144-YG which seeks to establish an agreement with a qualified firm to provide Public Information Outreach Services On Right of Way and Facilities Construction Projects for the City of Miami Beach.

LTC # 279-2015, indicated that I was considering the following individuals and alternates to serve on the Evaluation Committee:

- Diana Fontani, Public Information Specialist, Office of Capital Improvement Projects
- Melissa Berthier, Public Information Specialist, Office of Communications
- Lynn Bernstein, Sustainability and Outreach Coordinator, Department of Public Works


Alternates:

- Nannette Rodriguez, Director, Office of Communications
- Elizabeth Wheaton, Assistant Building Director, Building Department, Office of the City Manager

However, Diana Fontani, Public Information Specialist, Office of Capital Improvement Projects, will be unable to participate as an evaluation committee member. Furthermore, alternates Elizabeth Wheaton and Nannette Rodriguez are also unable to serve on the evaluation committee. As such, I am considering appointing the following individuals to serve on the Evaluation Committee:

- Margarita Wells, Environmental and Sustainability Specialist, Building Department, Office of the City Manager, City of Miami Beach
- Maria Cerna, Division Director, Office of Capital Improvement Projects

I would appreciate any comments and/or suggestions you may have to the above changes by Wednesday, August 5, 2015.

Thank you.  4.6.  
JLM/MT/DM/AD/YG

c: Mark Taxis, Assistant City Manager  
David Martinez, Director, Capital Improvement Projects  
Alex Denis, Director, Procurement Department